

Extended Closing Date **JOB ANNOUNCEMENT**

POSITION: Deputy Probation Officer I (Replacement)
STEP/SALARY: 28/\$9.69 per hour with 2 years experience
30/\$10.23 per hour with 3 or more years experience
LOCATION: Third District Juvenile Court, Assessment & Diversion Division, SLC
TYPE OF POSITION: (1) Part-time position, (19 hrs per week), no benefits
CLOSING DATE: May 21, 2004, at 5:00 p.m.

APPLICATIONS MAY BE DIRECTED TO:

Human Resources
450 South State; P.O. Box 140241
Salt Lake City, UT 84114-0241
(801) 578-3804/3890

TYPICAL DUTIES: Under close supervision of a probation officer, performs and/or assists the probation officer in tracking, monitoring, or routine case handling of minors who have been placed on probation, probation state supervision, or who are under the jurisdiction of the juvenile court. Also supervises from 5 to 10 juvenile offenders placed on various work projects.

- Assists in implementation of correctional plans for juvenile offenders placed on court ordered probation.
- Provides supervision and surveillance, including physical inspection of juveniles, meets with parents, school officials and others to determine compliance with court orders.
- Conducts drug screening and electronic monitoring.
- Assists in preparation of progress reports for submission to the Court; assists probation officers with less serious referrals to the court and juvenile compliance with non judicial correctional plans on these referrals.
- Supervises juveniles who are assigned to work projects. Participates with juveniles in work duties for public or non profit groups such as gardening, campsite cleanup, highway litter control, graffiti cleanup, etc.
- Maintains records of work hours and work projects, arranges work projects with agencies and groups. Drives juveniles to and from work sites.
- Performs other related duties as required.

REQUIRED QUALIFICATIONS: Graduation from high school plus two years of practical experience working with the public or with juveniles or any equivalent combination of education and experience. College education in social and behavioral sciences, psychology, sociology, social work or related field preferred. First aid certification desirable. Ability to follow written or verbal instructions, ability to lift heavy objects and perform manual labor. Must have the ability to deal with stressful or emotional situations and make critical decisions under pressure.

SPECIAL REQUIREMENTS: Willingness to accept exposure to sometimes dangerous or threatening situations. Must be willing to work a flexible schedule, including evening and weekend work. Must possess a valid Utah driver's license and have access to own transportation.

APPLICATION INFORMATION: Applications may be obtained from the Dept of Workforce Services, the Administrative Office of the Courts; 450 S State St, SLC 84114, or online at www.utcourts.gov.

The Utah State Courts is an equal opportunity employer. The courts comply with all state and federal laws prohibiting unlawful discrimination, and provide reasonable accommodation to disabled individuals as required by the ADA.